

## IV.1.

**MEMO TO:** City Council

**FROM:** Rosemarie Ives, Mayor

**DATE:** October 18, 2005

**SUBJECT:** **RESOLUTION: Development Services User Fees for Planning/Entitlement Permits**

### I. RECOMMENDED ACTION

Approve the development review fees for planning/entitlement permits, with a tiered approach, as previously recommended on October 4<sup>th</sup> (**Attachment A, Alternative 1, Exhibit A**).

### II. DEPARTMENT CONTACT PERSONS

Roberta Lewandowski, Planning Director	(425) 556-2447
Lenda Crawford, Finance Director	(425) 556-2160
Lynda Aparicio, Senior Planner	(425) 556-2438
Malisa Files, Sr. Financial Analyst	(425) 556-2166

### III. DESCRIPTION/BACKGROUND

At the October 4<sup>th</sup> meeting, Council discussed a revised methodology for calculating and assessing fees for planning/entitlement permits that cover the cost of Planning, Fire and Public Works department staff reviews. At that meeting, additional information was requested by Council as follows:

1. Examples of permit costs under existing fees, full cost fees and fees under the tiered approach, as well as cost comparisons to other cities.
2. A chart of permit costs using the tiered approach, but using 85% of full cost fees as a basis for establishing fee amounts.
3. Suggested criteria for determining when a second or subsequent round of review would be required under the tiered approach.

**Attachment B** includes a chart comparing fees for a Site Plan Entitlement (new commercial construction), Boundary Line Adjustment (Single Family), Special Use Permit-Change of Use and Preliminary Plat. The chart shows the current fees, proposed fees under the tiered approach and the full cost fees. This Attachment also shows cost

comparisons from other cities. In addition, Attachment A, Alternative 3 lists current fees for all permits, alongside the full cost estimate.

In Attachment A, **Alternative 2, Exhibit A** was developed at Council's request, and shows the tiered approach, but starting with 85% of full cost as the baseline for calculating first and subsequent review fees. The 85% would only be applied where dramatic subsidies are not already proposed. It is important to note that this methodology would result in a cost recovery level of less than 85%.

**Proposed criteria** for determining need, and therefore payment of subsequent reviews after the initial review is as follows:

If additional information is required in order to demonstrate project feasibility (meaning a demonstration that the project can in fact be constructed in compliance with all applicable regulations), and this additional information must be reviewed by two or more departments, then an additional round of review shall be required and applicable fees assessed.

In instances where a proposal does not demonstrate complete compliance with applicable codes, but the Technical Committee has reasonable assurance, based on the first submittal, that a proposal can meet applicable code with some minor changes (to be listed as conditions of approval), a second review and associated fee shall not be required.

If approved as part of the tiered approach, these guidelines could be added as a footnote to the adopted fee schedule.

Recognizing that additional reviews are costly for both the City and Applicants, city development review staff is implementing a process to provide early, thorough and frequent feedback, at the pre-application stage, to enable interested applicants to make an approvable application on the first submittal. However, not all applicants will choose this course, due to business reasons.

#### **IV. IMPACT**

The FCS Development Services User Fee Study indicates that the full cost of entitlement permit review is roughly \$1.2 to \$1.3 million. The currently adopted fees are expected to recover approximately \$400,000 in 2005, which is less than 32% of full cost recovery.

The recommended tiered system proposes certain targeted subsidies, rather than across the board subsidies, to reflect adopted city policies. This combination of full cost recovery and selected subsidies is expected to recover 75% to 85% of costs, depending on the combination of applications in any one year.

Any further reductions in fees will reduce cost recovery. The result will be either greater contributions from the General Fund, or reduced resources and resulting service slowdowns.

**V. ALTERNATIVES**

1. Adopt the Planning/Entitlement User Fee recommendations as proposed by staff on October 4<sup>th</sup>. (Alternative 1, Exhibit A.)
2. Adopt a modified version of the Planning/Entitlement User Fee recommendation by first reducing all fees by 85 %, and then reducing targeted fees even further. (Alternative 2, Exhibit A.)
3. Adopt full cost recovery fees as listed in the FCS study. (Alternative 3, Exhibit A.)

**VI. LIST OF ATTACHMENTS**

**Attachment A:** Resolution

**Alternative 1: Exhibit A:** Entitlement Fees Tiered Approach

**Alternative 2: Exhibit A:** Entitlement Fees Tiered Approach and 85% Cost Recovery

**Alternative 3: Exhibit A:** Entitlement Fees Full Cost Recovery

**Attachment B:** Cost Comparison Charts

/s/Roberta Lewandowski, Planning Director

Date: 10/13/05

Approved for Council Agenda: /s/ Rosemarie Ives, Mayor

Date: 10/13/05

ATTACHMENT A

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDMOND, WASHINGTON, AMENDING THE USER FEE SCHEDULE FOR DEVELOPMENT SERVICES USER FEES FOR PLANNING/ENTITLEMENT, EFFECTIVE MARCH 1, 2006

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WHEREAS, Ordinance No. 1480 of the City of Redmond provides that all administrative fees will be set by Council resolution, and

WHEREAS, the City Council established a Planning, Building, Fire, Public Works, Water/Wastewater and Stormwater schedule of fees, charges and penalties for various applications submitted to the City for various services and materials provided by the City, and

WHEREAS, the City Council has also determined that such fees, charges and penalties should reflect the City's costs of providing services, and that department heads should be allowed to raise the fees administratively on an annual basis in an amount not exceeding the CPI in order to recapture the City's costs, and

WHEREAS, the fee amounts for various materials which are not established by the attached exhibits, such as but not limited to, maps, drawings, plans, reports, and studies, shall be established by the Mayor, or her designee, to recover the costs to the City for printing, preparing, or making the various materials available to the public, and

WHEREAS, the City Clerk's office shall maintain a current listing of all user fees, charges and penalties in the City, now, therefore,

THE CITY COUNCIL OF THE CITY OF REDMOND, WASHINGTON,  
DO ORDAIN AS FOLLOWS:

Section 1. New Planning/Entitlement Development Services User Fees Adopted. The Planning/Entitlement fees, charges and penalties attached to this Resolution as Exhibit A is hereby incorporated herein by this reference as if set forth in full, into the official fee schedule for the City of Redmond, provided, that any fee, charge, or penalty set forth on the attached schedule for which a specific amount has been set by a section of the Redmond Municipal Code (RMC) is shown merely for convenience, is not adopted or altered by this Resolution, and shall remain governed by the appropriate section of the RMC.

Section 2. Effective Date. This Resolution, and the fees adopted herein, shall become effective March 1, 2006 upon passage by City Council.

CITY OF REDMOND

\_\_\_\_\_  
MAYOR, ROSEMARIE IVES

ATTEST/AUTHENTICATED:

\_\_\_\_\_  
CITY CLERK, MALISA FILES

**FILED WITH THE CITY CLERK:**  
**PASSED BY THE CITY COUNCIL:**  
**PUBLISHED:**  
**EFFECTIVE DATE:**  
**RESOLUTION NO.:** \_\_\_\_\_

**ALTERNATIVE 1  
EXHIBIT A  
ENTITLEMENT FEES  
TIERED APPROACH**

Development Services User Fees	Full Cost Recovery	Tiered Approach	
		Initial Application	Each Subsequent Application
Boundary Line Adjustment (note 1)	4,419	2,650	1,770
Master Sign Program/Modification	535	535	
Shoreline Exemption Permit	1,175	1,175	
Telecommunication Facility Permit	480	480	
Temporary Use: < 6 months	1,665	1,665	
Tree Removal Permit Single Family (note 2)	213	0	
Tree Removal Permit -Non Single Family (note 2)		\$50 per acre	
Administrative Design Flexibility	1,281	1,281	
Administrative Modification	9,458	note 3	
Binding Site Plan	9,772	5,865	3,910
SEPA Review -Only when SEPA Determination is Required (note 1)	3,065	3,065	
Shoreline Substantial Development Permit (note 1)	8,384	5,030	3,355
Shoreline Substantial Development: w/underlying permit	4,114	2,470	1,645
Short Plat/Short Subdivision: 1-9 lots	10,265	6,160	4,110
Site Plan Entitlement ≤ 6000 SF	18,496	5,548	3,700
Site Plan Entitlement: over 6000 SF	18,943	11,365	7,577
Special Use Permit: ≤6000 SF	16,058	4,818	3,212
Special Use Permit: over 6000 SF	16,272	9,891	6,594
Special Use Permit: ADU	8,213	500	
Special Use Permit: Change of use	7,360	4,416	2,944
Special Use Permit: Vending Cart	6,506	1,665	
Special Use Permit-Kiosk	6,506	3,475	2,315
Subdivision (Preliminary Plat)	21,397	12,840	8,560
CAO Reasonable Use Exception (note 1)	11,875	11,875	
CAO Reasonable Use Exception -Public Project	11,875	5,938	
Shoreline CUP	18,101	10,860	7,240
Shoreline Variance (note 1)	15,866	9,520	6,346
Variance (note 1)	11,732	11,732	
DGA Zoning Map - out of yearly cycle (no charge if in cycle)	58,154	8,400	
Essential Public Facility	25,903	25,903	
Conditional Use Permit	28,287	16,960	11,315
Conditional Use Permit Change of Use Only (New Fee)	6,874	6,874	
Master Planned Development (stand-alone)	34,531	20,718	13,812
Master Planned Development (w/other) - (New Fee)	23,053	13,832	9,221
Planned Development (stand-alone)	27,858	16,715	11,143
Planned Development (w/other) - (New Fee)	16,381	9,828	6,552
Annexation	15,382	0	
Plat Alteration or Vacation	8,323	4,994	3,329
ROW Vacation	6,525	6,525	
CAO Exemption for Streets/Utilities	12,229	7,337	4,892
Temporary Use: > 6 months	5,788	3,475	2,315
Development Agreement-Concurrent w/Entitlement Review (New Fee)	8,400		
Development Agreement-Stand Alone (New Fee)	11,365		
DGA - out of yearly cycle (no charge in cycle)	32,592	8,400	
Christmas Tree Lots: first year (note 4)	640	640	
CAO Mitigation Required (note 1) - (New Fee)	6,404	6,404	
Pre-Application Meeting (note 5)		250	
NOTES:			
(1) Non-corporate single family residential projects shall be charged 50% of identified cost			
(2) Fee established Per RCDG.			
(3) 25% of application fee or \$2,500, whichever is more			
(4) \$150 each annual renewal with same site plan)			
(5) Non-refundable, but credited against total application fee if application is made w/i 90 days.			

**ALTERNATIVE 2  
EXHIBIT A  
ENTITLEMENT FEES  
TIERED APPROACH AND 85% COST RECOVERY**

Shaded cells represent fees calculated based upon 85% full cost.

Development Services User Fees	Full Cost Recovery	85% Full Cost	Tiered Approach Based Upon 85%	
			Initial Application	Each Subsequent Application
Boundary Line Adjustment (note 1)	4,419	3,756	2,254	1,502
Master Sign Program/Modification	535	455	455	
Shoreline Exemption Permit	1,175	999	999	
Telecommunication Facility Permit	480	408	408	
Temporary Use: < 6 months	1,665	1,415	1,415	
Tree Removal Permit Single Family (note 2)	213	181	0	
Tree Removal Permit -Non Single Family (note 2)			\$50 per acre	
Administrative Design Flexibility	1,281	1,089	1,089	
Administrative Modification	9,458	8,039	note 3	
Binding Site Plan	9,772	8,306	4,984	3,322
SEPA Review -Only when SEPA Determination is Required (note 1)	3,065	2,605	2,605	
Shoreline Substantial Development Permit (note 1)	8,384	7,126	4,276	2,850
Shoreline Substantial Development: w/underlying permit	4,114	3,497	2,098	1,408
Short Plat/Short Subdivision: 1-9 lots	10,265	8,725	5,235	3,490
Site Plan Entitlement: ≤ 6000 SF	18,496	15,722	5549*	3,699
Site Plan Entitlement: over 6000 SF	18,943	16,102	9,661	6,441
Special Use Permit: ≤6000 SF	16,058	13,649	4817*	3,212
Special Use Permit: over 6000 SF	16,272	13,831	8,299	5,532
Special Use Permit: ADU	8,213	6,981	500	
Special Use Permit: Change of use	7,360	6,256	3,754	2,502
Special Use Permit: Vending Cart	6,506	5,530	1,665	
Special Use Permit: Kiosk	6,506	5,530	3,318	2,212
Subdivision (Preliminary Plat)	21,397	18,187	7,275	10,912
CAO Reasonable Use Exception (note 1)	11,875	10,094	10,094	
CAO Reasonable Use Exception -Public Project (Type II)	11,875	10,094	5,938	
Shoreline CUP	18,101	15,386	9,232	6,154
Shoreline Variance (note 1)	15,866	13,486	8,092	5,394
Variance (note 1)	11,732	9,972	9,972	
DGA Zoning Map - out of yearly cycle (no charge if in cycle)	58,154	49,431	8,400	
Essential Public Facility	25,903	22,018	22,018	
Conditional Use Permit	28,287	24,044	14,426	9,618
Conditional Use Permit Change of Use Only (New Fee)	6,874	5,843	5,843	
Master Planned Development (stand-alone)	34,531	29,351	17,611	11,740
Master Planned Development (w/other) - (New Fee)	23,053	19,595	11,757	2,536
Planned Development (stand-alone)	27,858	23,679	14,208	9,471
Planned Development (w/other) - (New Fee)	16,381	13,924	8,354	5,570
Annexation	15,382	13,075	0	
Plat Alteration or Vacation	8,323	7,075	4,245	2,830
ROW Vacation	6,525	5,546	3,328	2,218
CAO Exemption for Streets/Utilities	12,229	10,395	6,237	4,158
Temporary Use: > 6 months	5,788	4,920	2,952	1,968
Development Agreement-Concurrent w/Entitlement Review (New Fee)	8,400		8,400	
Development Agreement-Stand Alone (New Fee)	11,365		11,365	
DGA - out of yearly cycle (no charge in cycle)	32,592	27,703	8,400	
Christmas Tree Lots: first year (note 4)	640	544	544	
CAO Mitigation Required (note 1) - (New Fee)	6,404	5,443	5,433	
Pre-Application Meeting (note 5)			250	
NOTES:				
(1) Non-corporate single family residential projects shall be charged 50% of identified cost				
(2) Fee established Per RCDG.				
(3) 25% of application fee or \$2,500, whichever is more				
(4) \$150 each annual renewal with same site plan)				
(5) Non-refundable, but credited against total application fee if application is made w/ 90 days.				
* Tiering based upon 50% full cost for smaller projects				

**ALTERNATIVE 3  
EXHIBIT A  
ENTITLEMENT FEES  
FULL COST RECOVERY**

	Full Cost Fees	Current Fees
Boundary Line Adjustment	4,419	1,499
Master Sign Program/Modification	534	286
Shoreline Exemption Permit	1,174	0
Telecommunication Facility Permit	480	286
Temporary Use: < 6 months	1,665	286
Tree Removal Permit Single Family (note 1)	213	0
Tree Removal Permit Non Single Family (note 1)	213	50/acre
Administrative Design Flexibility	1,281	0
Administrative Modification	9,458	1,443
Binding Site Plan	9,772	7,523
SEPA Review	3,065	0
Shoreline Substantial Development	8,384	1,606
NEW FEE--Shoreline Substantial Development: w/underlying permit	4,114	
Short Plat/Short Subdivision: 1-9 lots	10,265	4,166
Site Plan Entitlement: < 6000 SF	18,496	1,735
NEW FEE--Site Plan Entitlement: < 6000 SF (downtown)	18,496	
Site Plan Entitlement: 6k-20k SF	18,943	8,680
Site Plan Entitlement: > 20000 SF	19,389	8,680
Special Use Permit: < 6000 SF	16,058	1,735
NEW FEE--Special Use Permit: < 6000 SF (downtown)	16,058	
Special Use Permit: 6k - 20k SF	16,272	8,680
Special Use Permit: > 20000 SF	16,485	8,680
Special Use Permit: ADU	8,213	286
Special Use Permit: Change of use	7,360	286
Special Use Permit: Vending/kiosk	6,506	286
Subdivision (Preliminary Plat)	21,397	10,948
CAO Reasonable Use Exception	11,875	2,892
Shoreline CUP	18,101	11,577
Shoreline Variance	15,866	2,892
Variance	11,732	2,892
DGA Zoning Map	58,154	8,680
Essential Public Facility	25,903	11,577
Conditional Use Permit	28,287	11,577
NEW FEE--Change of Use Only	6,874	
Master Planned Development (stand-alone)	34,531	11,577
NEW FEE--Master Planned Development (w/other)	23,053	
Planned Development (stand-alone)	27,858	11,577
NEW FEE--Planned Development (w/other)	16,381	
Public Project Alteration of Wildlife	20,066	11,577
Annexation (note 2)	15,382	1,735
Plat Alteration or Vacation	8,323	1,606
ROW Vacation	6,525	1,606
CAO Exemption for Streets/Utilities	12,229	0
Temporary Use: > 6 months	5,788	1,606
DGA - Comp Plan Map/Policies	32,592	0
DGA (text other than Comp Plan)	24,323	1,735
Christmas Tree Lots	640	286
NEW FEE--CAO Mitigation Required	6,404	
Pre-Application Meeting (note 3)		286

(1) Fees established per RCDG

(2) Council may waive fee for substantially developed areas where annexation would help address public health and safety issues.

(3) Non-refundable, but credited against total application fee if application is completed.



ATTACHMENT B: COST COMPARISON CHART for FULL COST RECOVERY

**Fee Comparisons of SPE, Boundary Line Adjustment (single family), Special Use Permit-Change of Use and Preliminary Plat**

Type of Permit	Current Fees	Recommended Fees – Tiered Approach			
		Fees Paid for First Review under tiered approach	Fees Paid for Second Review under tiered approach	Cumulative, if two reviews	If Full Cost Recovery
Site Plan Entitlement (new commercial sq. ft): 6000 square feet*					
SPE Fee	\$1,734.89	*\$5,548	+\$3,700		\$18,496
SEPA Fee	\$0	\$3,065			\$3,065
<b>Total</b>	<b>\$1,734.89</b>	<b>\$8,613</b>		<b>\$12,313</b>	<b>\$21,561</b>
Boundary Line Adjustment Single Family*					
BLA Fee	\$286.34	*\$1,325	+\$885		
<b>Total</b>	<b>\$286.34</b>	<b>\$1,325</b>		<b>\$2,210</b>	<b>\$4,419</b>
Special Use Permit- Change of Use					
Special Use Permit Fee	\$286.34	\$4,416	+\$2,944		
<b>Total</b>	<b>\$286.34</b>	<b>\$4,416</b>		<b>\$7,360</b>	<b>\$7,360</b>
Preliminary Plat-10 lots					
Preliminary Plat Fee	\$10,948.37	\$12,840	\$8,560		\$21,397
SEPA Fee	\$0	\$3,065			\$3,065
CAO Mitigation Fee (if applicable)	\$0	\$6,404			\$6,404
<b>Total</b>	<b>\$10,948.37</b>	<b>\$22,309</b>		<b>\$30,869</b>	<b>\$30,866</b>

(\*Recommended for significant subsidy; not full cost recovery.)

## Fee Comparisons with Other Permit Centers

It's difficult to compare among jurisdictions along all fees, both because of the differing cost recovery goals, and because each jurisdiction assembles the components of their fees in a slightly different way. However, staff did look at other jurisdictions fees and estimated hours for a 'reality check' against proposed fees in Redmond. The information on some of the most time consuming fees is compared below, and source information is attached.

Permit Type	Bellevue	King County	Redmond Proposed
Boundary Line Adjustment	<b>Range:</b> \$267 to \$9,298	<b>Estimate:</b> \$2,366 to \$5,667	<b>SF:</b> \$1,325 to \$2,209+ <b>Comm:</b> \$2,650 to \$4,419+
Preliminary Plat	<b>Range:</b> \$10,881 to \$17,679	<b>Estimate:</b> \$34,021 to \$66,477	\$12,840 to \$21,397
Site Plan Entitlement/Design Rev.	<b>Range:</b> \$914 to \$46,592	<b>Estimate:</b> \$6,420 to \$13,765	\$5,548 to \$18,943
Conditional Use Permit	<b>Range:</b> Administrative – \$204 to \$15,248 <b>Range:</b> Hearing Examiner \$3,678 to \$30,719	<b>Estimate:</b> \$10,635 to \$15,963	\$16,960 to \$28,287

Bellevue and King County Fee Charts attached.

See also FCS Group, Inc., Development Services User Fee Study, p. 23

**Key:**

SF = Single Family

Comm = Commercial/Industrial

+ = Additional submittals will have additional fees



Land Use Approvals					
Application Type	Land Use Review	Clearing & Grading Review	Transportation Review	Fire Review	Utility Review
<i>Submittal Fees</i>					
Hourly Rates	\$114	\$73	\$116	\$91	\$96
Amendment to a Previous Approval (LI) Ⓞ	\$1,710 deposit ▲	\$146 deposit ▲	\$348 deposit ▲	\$73	\$48 deposit ▲
Comprehensive Plan Amendment (AC) Ⓞ	\$456 deposit ▲	□	\$58 deposit ▲	□	\$48 deposit ▲
Conditional Use - Administrative (LA) and Hearing Examiner (LB) Ⓞ	\$1,710 deposit ▲	\$146 deposit ▲	\$116 deposit ▲	\$145	\$48 deposit ▲
Design Review (LD) Ⓞ	\$4,104 deposit ▲	\$219 deposit ▲	\$4,176 deposit ▲	\$273 deposit ▲	\$489 deposit ▲
Land Use Code Exemption - Major (LJ)	\$342 deposit ▲	□	□	□	□
Land Use Code Exemption - Minor (LJ)	\$228	□	□	□	□
Rezone (LQ) Ⓞ	\$912 deposit ▲	□	\$58 deposit ▲		\$48 deposit ▲
Variance From Bellevue Codes (LS)	\$912 deposit ▲	□	\$58 deposit ▲	□	□

Effective 1/1/05

Ⓞ A \$295 fee is collected at submittal for one Land Use Notice Sign. If additional signs are required, you will be billed.

▲ We charge the hours of review against the deposit. If the deposit is used up, we bill additional hours monthly. We refund any remaining deposit balance at the end of the review.

**NOTE: A fee of \$1,025 will be collected for each Transportation traffic model run.**

This information is a general guide and should not be used as a substitute for current codes and regulations. Shett #7 Call Permit Processing at (425) 452-6864 for additional information. Assistance for the hearing impaired: dial 711.



Plats, PUD, Combination & Adjustment Applications						
Application Type	Land Use Review	Clearing & Grading Review	Transportation Review	Survey Review	Fire Review	Utility Review
<i>Submittal Fees</i>						
Hourly Rates	\$114	\$73	\$116	☐	\$91	\$96
Boundary Line Adjustments (LW)	\$342 deposit ▲	\$44	\$58 deposit ▲	☐	\$82	\$48 deposit ▲
Final Plat (LG)	\$1,710 deposit ▲	\$146 deposit ▲	\$232 deposit ▲ Inspections -- No Deposit ▲	☐	\$137	\$48 deposit ▲
Final Short Plat (LF)	\$570 deposit ▲	\$73 deposit ▲	\$116 deposit ▲ Inspection -- No Deposit ▲	☐	\$137	\$48 deposit ▲
Lot Combinations (LC)	\$228 deposit ▲	☐	☐	☐	☐	☐
Planned Unit Development (LK) ②	\$4,104 deposit ▲	\$511 deposit ▲	\$4,176 deposit ▲ Inspection -- No Deposit ▲	\$241 per lot if combined with plat	\$182 deposit ▲	\$963 deposit ▲
Preliminary Plat (10 or more lots) (LL) ②	\$4,104 deposit ▲	\$511 deposit ▲	\$1,160 deposit ▲	\$241 per lot	\$182 deposit ▲	\$963 deposit ▲
Preliminary Short Plat (9 or less lots) (LN) ②	\$912 deposit ▲	\$511 deposit ▲	\$580 deposit ▲	\$241 per lot	\$182 deposit ▲	\$48 deposit ▲
Note: Plats of 10 or more lots and Planned Unit Developments within the Issaquah School District are required to pay half of their Issaquah School District Fee at the time of final approval. The balance is due at the issuance of each building permit. The current full fee is \$4,996 per single family residence and \$796 per multifamily unit.						

Effective 1/1/05

- ▲ We charge the hours of review against the deposit. If the deposit is used up, we bill additional hours monthly. We refund any remaining deposit balance at the end of the review.
- ② A \$295 fee is collected at submittal for one Land Use Notice Sign. If additional signs are required, you will be billed.

Note: A fee of \$1,025 will be collected for each traffic model run.

This information is a general guide and should not be used as a substitute for current codes and regulations. Sheet #9 Call Permit Processing at (425) 452-6864 for additional information. Assistance for the hearing impaired: dial 711.



# Summary of Estimated Permit Fees

Effective January 1, 2005

## Preliminary Plat

**Attention:**

The following sample fees for 2005 are examples only. Actual fees depend upon services required and length of review. Current hourly charges are \$144.90/hour. Sample fees may be rounded to the nearest dollar.

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### POTENTIAL PROCESSING FEE DETAIL:

This permit/review process may be subject to [Project Management](#).

**Average:** A small to medium-scale project with limited revisions which involves standard review by multiple staff. Staff typically reviews critical areas or other special studies, and the project likely will require staff to respond to public comments or inquiries.

**Large/Complex:** A difficult or large project with one or more substantive issues to be resolved involving multiple staff. Requires review of critical area and/or other special or technical studies, may require legal research, and, a controversial project requiring staff to respond to a high volume of public comments and inquiries or appeals.

**Note:** The fee estimates cover typical preliminary applications through the public hearing to the approval decision. Subsequent submittals, including Site (Engineering) Review, Clearing and Grading Permits, Shorelines, Revisions, Variances, Final Plat review and Land Use Inspections, are separate processes and represent additional fees.

A [Land Use Pre-application meeting](#) is required prior to filing a preliminary plat application. Hourly fees for staff time associated with the pre-application review are charged in addition to the fees estimated below.

<u>Service</u>	<u>Average</u>	<u>Large/Complex</u>
Counter Service Fee (fixed)	\$483	\$483
Land Use/Planning & SEPA Review (hourly)	\$14,200	\$28,400
Fire Flow Review (fixed)	\$211	\$211
Traffic Review (hourly)	\$1,739	\$3,477
Critical Area Review (See <a href="#">Critical Areas fee page.</a> )	\$2,753	\$5,506
Engineering Review (hourly)	\$13,041	\$26,082
Survey (hourly)	\$435	\$869
Clearing/Grading (hourly)	\$1,159	\$1,449
<b>Estimated Total</b>	<b>\$34,021</b>	<b>\$66,477</b>



## Summary of Estimated Permit Fees Effective January 1, 2005

### Conditional Use Permit

**Attention:**

The following sample fees for 2005 are examples only. Actual fees depend upon services required and length of review. Current hourly charges are \$144.90/hour. Sample fees may be rounded to the nearest dollar.

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#### POTENTIAL PROCESSING FEE DETAIL:

This permit/review process may be subject to [Project Management](#).

**Average:** A small to medium-scale project with limited revisions which involves standard review by multiple staff. Staff typically reviews critical areas or other special studies, and the project likely will require staff to respond to public comments or inquiries.

**Large/Complex:** A difficult or large project with one or more substantive issues to be resolved involving multiple staff. Requires review of critical area and/or other special or technical studies, may require legal research, and, a controversial project requiring staff to respond to a high volume of public comments and inquiries or appeals.

A [Land Use Pre-application meeting](#) is required prior to filing a preliminary plat application. Hourly fees for staff time associated with the pre-application review are charged in addition to the fees estimated below.

<u>Service</u>	<u>Average</u>	<u>Large/Complex</u>
Counter Service Fee (fixed)	\$483	\$483
Land Use/Planning & SEPA Review (hourly)	\$6,624	\$9,504
Fire Flow (fixed)	\$72	\$72
Traffic Review (hourly)	\$1,008	\$1,728
Critical Area Review (See <a href="#">Critical Areas fee page</a> .)	\$1,440	\$2,448
Clearing/Grading Review (hourly)	\$1,008	\$1,728
Estimated Total	\$10,635	\$15,963



# Summary of Estimated Permit Fees

Effective January 1, 2005

## Boundary Line Adjustments

**Attention:**

The following sample fees for 2005 are examples only. Actual fees depend upon services required and length of review. Current hourly charges are \$144.90/hour. Sample fees may be rounded to the nearest dollar.

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### POTENTIAL PROCESSING FEE DETAIL:

This permit/review process may be subject to [Project Management](#).

Review services and fees vary with the QUALITY OF THE APPLICATION AND SITE PLANS SUBMITTED. Professionally prepared plans usually require less review time and lower fees.

**Average:** Minor lotline adjustments between two parcels and corrections to minor adjustments.

**Large/Complex:** Complex, multiple parcel adjustments including critical area review, shoreline review.

<u>Service</u>	<u>Average</u>	<u>Large/Complex</u>
Counter Service Fee (fixed)	\$103	\$103
BLA Base Fee (fixed)	\$580	\$580
Fire Flow / Access Review (fixed)	\$78	\$78
Survey (hourly)	\$1,605	\$3,176
Engineering Review (hourly)	-	\$337
Critical Area Review (See <a href="#">Critical Areas fee page</a> .)	-	\$1,393
<b>Estimated Total*</b>	<b>\$2,366</b>	<b>\$5,667</b>

\*Does not include [Recording Fee](#) (\$85 + \$5 per 18"x24" sheet).